

MINUTES - ANNUAL MEETING 2024 -- corrected

Girard Township, March 12, 2024, at 2:30 p.m. and ending no later than 4:30 p.m.

Present: Larry Estes, Debbie Irmen, Blaine Larson, Keith Fleischauer, and Terry Christianson

Tax Levies for 2024

| | | |
|-----------------|----|------------|
| Road & Bridge | \$ | 235,200.00 |
| General Revenue | \$ | 67,200.00 |
| Fire | \$ | 112,000.00 |
| Equipment | \$ | 33,600.00 |
| Ambulance | \$ | 11,200.00 |
| TOTAL | \$ | 459,200.00 |

Girard Clerk Debbie Irmen called the meeting to order with the pledge to the flag. Clerk Irmen then called for nominations for Moderator. Blaine Larson was nominated as Moderator. With no other nominations made, motion was made, seconded, and carried unanimously to elect Blaine Larson as Moderator.

The moderator stated the purpose of the meeting to do any business proper while the meeting was convened, with speakers limited to 5 minutes.

A motion was made, seconded, and carried to approve the agenda as presented.

It was noted that levies are usually set at the Continuation of the Annual Meeting in August and that only those eligible to vote in the township election may act or cast a vote at this meeting. A motion and second to approve these items was cast and carried unanimously.

Following the reading of the March 14, 2023, Annual Meeting Minutes by the clerk, a motion, second, and unanimous vote was cast to approve the minutes as corrected.

Following the reading of the audit report by Clerk Irmen, a discussion was held concerning the large balances in the bank accounts. It was noted that State Auditor best practices indicate a balance of about 50 percent of the Township's budget should be on hand. It was suggested that perhaps another CD could be purchased to benefit from the higher interest rates available. Following the discussion, a motion was made, seconded, and carried unanimously to approve the 2023 Annual Audit Report showing ending balances of:

| | | |
|-----------------|----|--------------|
| General Revenue | \$ | 110,812.60 |
| Road and Bridge | \$ | 416,889.83 |
| Special Revenue | \$ | 24,176.15 |
| Fire | \$ | (153,209.09) |
| Ambulance | \$ | 32,499.71 |

| | | |
|------------------|----|------------|
| Capital Projects | \$ | 62,868.80 |
| Equipment | \$ | 169,738.03 |
| TOTAL | \$ | 663,776.03 |

The Supervisor's report was discussed and new projects for the upcoming year were brought up. It was generally noted that the late May road check date was set too late. The Supervisors will address a change at its regular monthly meeting, scheduled on March 19, 2024. A motion was made, seconded, and carried unanimously to approve the report.

A motion was made, seconded, and carried unanimously to authorize the Town Board to set wages of employed people and board members, and accept the federal mileage rate at .67. No action on wages was considered at this time, however, the board may wish to adjust wage compensation at any time.

2023 wages:

- a. Election Judges - \$19.00 per hour
- b. Supervisors - \$100.00 per meeting and \$200.00 salary per month
- c. Treasurer - \$100.00 per meeting and \$250.00 salary per month
- d. Clerk - \$100.00 per meeting and \$525.00 salary per month
- e. Federal Mileage rate .67 cents (set by federal government)

Motion was made, seconded, and carried to approve the following annual meeting and election-related dates, times, and location: The 2025 annual meeting date was set for 2:30 p.m. and ending no later than 4:30 p.m. Tuesday, March 11, 2025, at Girard Town Hall.

The Girard Township Election will be Tuesday, March 11, 2025, from 5 p.m. to 8 a.m. at Girard Town Hall, with an inclement weather date of one week later (March 18, 2025, from 5 to 8 p.m. at the Girard Town Hall.) The Board of Canvass Meeting will be conducted at approximately 8:15 p.m. following the election at Girard Town Hall.

Donations must be statutorily authorized, for a public purpose and in the town's interest. The board has set the total contribution amount at \$1,500. A motion was made, seconded, and approved to keep the donation amount at \$1,500 for 2024 and to pay the following charities:

| | |
|---|------------|
| Otter Tail County Historical Society -- 2023 donation: | \$300.00 |
| Henning Public School – Summer Recreation Program. 2023 donation: | \$250.00 |
| Battle Lake Public School – Summer Recreation Program. 2023 donation: | \$250.00 |
| East Otter Tail County Fair – Operational expenses. 2023 donation: | \$100.00 |
| Glendalough Citizens Advisor Board – 2023 donation: | \$300.00 |
| Battle Lake Food Shelf – March is Food Share Month. 2023 donation: | \$150.00 |
| Henning Food Shelf – March is Food Share Month. 2023 donation: | \$150.00 |
| TOTAL | \$1,500.00 |

No changes in how the Township determines or applies Dust Control were made, however, the board may consider changes at a later date.

There were no additional items of concern to discuss so a motion was made, seconded, and approved unanimously to continue the 2024 Annual Meeting at 6 p.m. Tuesday, August 20, 2024, prior to the regular meeting to set levies, and any other business deemed necessary.

**Girard Township
Continuation of Annual Meeting -- MINUTES
Tuesday, August 20, 2024 – 6 p.m., at the Town Hall**

The Continuation of Annual Meeting was called to order by Chairman Pedersen

Present: Pedersen, Grewe, Estes, Trites, Luhning, Irmen, Stabnow

Estes moved to appoint Girard Clerk Debbie Irmen as moderator for the meeting.
Grewe seconded and the motion carried unanimously.

The moderator stated the purpose of the meeting was to do any business proper, to set the tax levy for the upcoming year, and authorize amounts to be levied. Visitor speaker time limit is 5 minutes.

Estes moved to keep the levy at the 2024 amount of \$459,200.00. Trites seconded, Motion failed, with Estes the sole yes vote.

Pedersen moved to lower the levy by \$29,200.00, by reducing the Road and Bridge fund to \$206,000.00, for an overall 2025 levy of \$430,000.00. Grewe seconded. The motion was approved, with Estes the sole no vote.

The board authorized the following levy for 2025 as follows:

| 2025 | | |
|-----------|--------------|---------------|
| Category | Change | Total |
| Revenue | \$ 0.00 | \$ 67,200.00 |
| R&B | -\$29,200 | 206,000.00 |
| Fire | 0.00 | 112,000.00 |
| Equipment | 0.00 | 33,600.00 |
| Ambulance | 0.00 | 11,200.00 |
| Total | \$ 29,200.00 | \$ 430,000.00 |
| _____ | _____ | _____ |

With no further business to discuss, Estes moved to adjourn the Continuation of the Annual Meeting at 6:30 p.m. Pedersen seconded. The motion carried unanimously.

Alvin Pedersen - Signature on File____
Chairman

Debbie Irmen - Signature on File
Clerk

Approval date: 09/17/2024